

2-3469
3-6607

FI/RI-57/1299
4 December 1957

MEMORANDUM FOR: Chief, Management Staff

VIA : Chief, FI
DDP/EXO
A/DDP/EXO

SUBJECT : DD/P Records Management Report for November
1957

In reply to your request for a monthly DD/P Records Management Report, this report is submitted for November 1957:

- a. Cubic feet of records retired to DDP/FI/RI/Archives:
17.7 cubic feet.
- b. Cubic feet of records retired to DDP/FI/RI/Files:
24.9 cubic feet.
- c. Cubic feet of records retired to CIA Library:
14.1 cubic feet.
- d. Cubic feet of records destroyed: 630.0 cubic feet. ✓
- e. Cubic feet of DDP records in the DDP vault of
the CIA Records Center: 7,685 cubic feet.



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Approved For Release 2006/05/24 : CIA-RDP70-00211R000900100002-8

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FORM NO. 238 11 MAY 56		REPLACES FORM 35-1 WHICH IS OBSOLETE		DOCUMENT CONTROL		(113-40)	
		SEC. CL.	ORIGIN		CONTROL NO.		
		5	Cater RI				
DATE OF DOC.	DATE REC'D	DATE OUT	SUSPENSE DATE		CROSS REFERENCE OR POINT OF FILING		
4 Dec.	21 Dec.						
TO C/Asst. Staff FROM RI SUBJ. 201/2 Records Management Report for November 1957 Sent 4 5 Controlled number to 1 Bldg.					ROUTING	DATE SENT	
COURIER NO.	ANSWERED		NO REPLY		2		

FORM NO. 100-238 (1 MAY 56)		REPLACES FORM 35-1 WHICH IS OBSOLETE		DOCUMENT CONTROL		(13-40)	
SEC. CL.		ORIGIN		CONTROL NO.			
5		Chief RI					
DATE OF DOC.	DATE REC'D	DATE OUT	SUSPENSE DATE	CROSS REFERENCE OR POINT OF FILING			
21 Dec.	11 Dec.						
TO: C/Asst. Staff				ROUTING			
FROM: RI				DATE SENT			
SUBJ: DD/P, Records Management Report for November 1957				21 Dec.			
Sent 4 5 Controlled number to 1. Bldg.							
COURIER NO.		ANSWERED		NO REPLY		2	

DO NOT DETACH

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